



City Council Report

Date: August 26, 2013
To: City Council
Through: Alex Deshuk, Manager of Technology and Innovation
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Alyce Benge, C.P.M., CPPO, Purchasing Administrator
Subject: Two-Year Term Contract for Large Print Library Books for the Library Services Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for Large Print Library Books as recommended. A committee representing Library Services and Purchasing evaluated responses.

The evaluation committee recommends awarding the contract to the highest scored proposals from Cengage Learning, Inc. at \$40,000; and Center Point, Inc. dba Center Point Large Print at \$10,000; annually, based on estimated requirements, for a combined total award of \$50,000 annually.

Background / Discussion

This contract will provide for the acquisition of Large Print Library Books. The City's population is estimated at 468,000 with a large influx of a senior population during the winter months.

The Library system consists of a Main library that includes a central technical services operation for the system. There are four branches. The Library has approximately 305,000 titles and 520,000 volumes in all formats. Currently there are approximately 13,000 large print titles in the collection that average a high circulation. Annual circulation was 2,800,000 for fiscal year 2011-2012. The library and 11 other libraries in Maricopa County participate in a reciprocal borrowing agreement.

38 vendors were invited to submit a response, in addition to the standard advertising in the Arizona Republic, Bid Net, Record Reporter and the City of Mesa Purchasing website. 20 vendors downloaded the solicitation from the Purchasing website. Four responses were received.

The initial contract period will be two years with two, one-year renewals possible subject to future Council consideration. Future price increases are capped by the Producer Price Index.

Staff from the Library Services evaluated the proposals based on the elements: Ability to meet Essential Services; Ability to meet Required Services; Ability to meet Preferred Services; Fulfillment Rate and Related Factors; and Presentation/Format; for the total

number of 850 points for the Technical Proposal. Proposals that did not receive 600 of the total points were not considered for price evaluation and award.

The highest scored proposals, Cengage Learning, Inc., and Center Point Large Print, are being recommended for award. The evaluation committee unanimously agreed on the recommendation.

The highest scored proposal, Cengage Learning, Inc. (Primary) is a publisher of large print books able to provide the titles to the City quickly. The vendor offers standing order plans that give the City notice of shipment so the City can put the records in the library catalog. Their pricing structure is favorable. Their ordering processes are streamlined (increased efficiency). The second highest proposal, Center Point Large Print (Secondary) is also a publisher of large print books offering popular exclusive titles in genres Library patrons enjoy. Their standing order process is smooth and predictable, records can be easily added to the library catalog, and the pricing structure is favorable. Their title inventory is considerably smaller than other vendors.

Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

Fiscal Impact

The total amount of \$50,000 is available in the Library Services Department's operating budget.

Coordinated With

Library Services and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2013140

Vendors Registered on Bid List: 38 (0 Mesa)

Advertising: Arizona Republic, Bid Net, Record Reporter, Purchasing Website

Downloads: 20

Protests Received: None

Initial Contract Term: Two years

Possible Renewals: Two, one-year renewal subject to future Council consideration

Prices: Future price increases are capped by the Producer Price Index.

Pricing Available to Other Cooperative Agencies: Yes

Proposals Received July 22, 2013:

Baker & Taylor, Inc – Charlotte, NC

Brodart Co. – Williamsport, PA

Cengage Learning, Inc – Farmington Hills, MI

Center Point, Inc. dba Center Point Large Print – Thorndike, ME

"No Bid" Response Received From:

Ingram Library Services, Inc. – La Vergne TN

Perma-Bound – Jacksonville, IL

Proposal Scoring Results:

Elements / Maximum Points Possible	Cengage Learning, Inc.	Center Point Large Print	Baker & Taylor, Inc.	Brodart Co.
Ability to meet Essential Services / 575 points	565	495	430	410
Ability to meet Required Services / 90 points	80	90	85	85
Ability to meet Preferred Services / 70 points	70	40	70	70
Fulfillment Rate and Related Factors / 100 points	90	100	70	60
Presentation / Format / 15 points	15	10	15	15
Proposal Pricing / 150 Points	130	140	130	100
Total Points / 1,000 points	<u>950</u>	825	800	740

AWARD RECOMMENDATION

Primary Award
Cengage Learning, Inc.
Farmington Hills, MI

Description
<p>Large Print Library Books per Terms and Conditions, Specifications and Pricing as offered</p> <p>Annual Contract Amount: <u>\$40,000</u></p>

Secondary Award
Center Point, Inc. dba Center Point Large Print
Thorndike, ME

Description
<p>Large Print Library Books per Terms and Conditions, Specifications and Pricing as offered</p> <p>Annual Contract Amount: <u>\$10,000</u></p>

Total Annual Contract Award: \$50,000